

FINANCE COMMITTEE MEETING MINUTES  
JANUARY 8, 2015

FINANCE COMMITTEE MEMBERS PRESENT: Campbell, Brown, Idleman, Pitts, Hicks, O'Brien, Haff

FINANCE COMMITTEE MEMBERS ABSENT: LaPointe, Henke, Suprenant, Shay

SUPERVISORS: Lindsay, Fedler, Gang, Shaw, Armstrong

Debra Prehoda, Clerk of the Board

Al Nolette, County Treasurer

Kevin Hayes, County Administrator

Roger Wickes, County Attorney

Laura Chadwick, Real Property Director

Media & Public

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

1. Call to Order
2. Accept Minutes – December 11, 2014
3. Department Reports/Requests:
  - A. Treasurer
    - 1) Monthly Reports
  - B. County Administrator
    - 1) Budget Amendments
    - 2) Capital Projects
      - a) HVAC – Award Bid
      - b) Grant Award – J2
4. Sales Tax - Gas
6. Other Business
7. Adjournment

Chairman Campbell called the meeting to order at 9:40 A.M.

A motion to accept the minutes of December 11, 2014 meeting was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.

DEPARTMENT REPORTS/REQUESTS:

TREASURER – Al Nolette, Treasurer, addressed the following items with the committee:

- Monthly Reports:
  - Sales Tax Report – Sales tax totaled \$18,949,475.81 as of December 31, 2014 continuing to trend up with another adjustment for 2014 due on January 14, 2015; over year to date \$908,900.44.
  - Depositories – The Treasurer stated due to an oversight, the resolution designating the depositories listed the Glens Falls National Bank & Trust Company's Argyle branch and that branch can be removed.
  - Glens Falls National – Our agreement with them has changed. The interest rate they are providing is down to .15% and they are no longer providing free checks. A motion to go out for RFPs for banking services was moved by Mr. Brown, and seconded by Mr. Hicks. Discussion. The Treasurer stated he is looking into printing the checks in-house. Chairman Campbell asked if we want to look at banks outside the County. The motion to go out for RFPs for banking services was moved by Mr. Brown, seconded by Mr. Hicks and adopted.
  - Reserves – The Treasurer stated the County has some reserves in funds, i.e. Workers Comp, General Fund and Sewer District, and he plans to look into investing those funds more long term. He plans to maximize our reserve monies.

COUNTY ADMINISTRATION – Kevin Hayes, County Administrator, addressed the following budget amendments with the committee:

- Chairman to Sign Petition of Condemnation – (condemn parcels of land for highway purposes, when options or rights-of-way are not obtainable by compromise or settlement) - A motion to authorize the Chairman to sign petition of condemnation was moved by Mr. Brown, seconded by Mr. O'Brien and Ms. Idleman and adopted. Mr. Haff opposed.
- Quarantine of Dogs for the Protection of Deer – A motion to adopt quarantine of dogs for the protection of deer enacting a twenty-four hour quarantine through May 1, 2015 was moved by Mr. Brown, seconded by Mr. O'Brien, and adopted. Mr. Haff opposed.
- Authorize Payment of the following allocations:
  - Adirondack North County Association \$2,500
  - Literacy Program \$2,214
  - Historical Association \$1,856 – Mr. Haff questioned what does the County receive for this allocation. Mr. Brown stated it is important not to forget our roots.
  - Adirondack Park Local Government Review Board \$2,500
  - Conservation Education \$937
  - Municipal Association Dues – NYSAC \$7,520
  - Municipal Association Dues – NACo \$1,264

was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.

- Authorize Payment of State Voucher – Coroners – A motion to authorize payment of stale voucher, April 1, 2013 toxicology testing payable to Albany Medical Center Hospital in the amount of \$393 was moved by Mr. O'Brien and seconded by Ms. Idleman. Discussion. Kevin Hayes, County Administrator, stated that he has spoken with Public Health regarding making changes, having the bills sent directly to Public Health verses to the individual Coroners. The motion to authorize payment of stale voucher, April 1, 2013 toxicology testing payable to Albany Medical Center Hospital in the amount of \$393, was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted.
- Amend Social Services/OFA Budget for 2015 – A motion to amend 2015 Social Services/OFA budget to recognize additional aid for outreach for the Office for the Aging in the amount of \$11,125 to be used for software in the amount of \$5,000 and subcontractor \$6,125 was moved by Mr. O'Brien, seconded by Mr. Brown and adopted.
- Amend 2014 Budget – Various Funds – A motion to amend 2014 various funds to cover year end expenses transferring funds between line items within the budget, was moved by Mr. O'Brien, seconded by Mr. Brown and adopted.

CAPITAL PROJECTS: Recap of Capital Project #116 – 2014 Capital Improvements, attached.

- HVAC – Award Bid – A motion to award bid – Building Management Systems (HVAC) and Amend Budget – Capital Project No. 116 – Capital Improvements to the low bidder Eastern Heating in the amount of \$614,000 was moved by Mr. O'Brien and seconded by Mr. Brown. Discussion. The County Administrator stated the system is twenty plus years old and parts are not available to fix the system. Mr. Brown question if a thorough search for parts is really done. The County Administrator noted that this system maintains the Municipal Center, Annex, Jail and the Salem Substation. Mr. Shaw asked if the service contract price should be included in the bid to better evaluate the submissions. Information on the service contracts will be provided at the Board meeting. The motion to award bid – Building Management Systems (HVAC) and Amend Budget – Capital Project No. 116 – Capital Improvements to the low bidder Eastern Heating in the amount of \$614,000 was moved by Mr. O'Brien, seconded by Mr. Brown and adopted.
- Grant Award J2 – A motion to amend Capital Project budget for the award of \$400,641 Local Government Efficiency Program Grant was moved by Ms. Idleman and seconded

by Mr. O'Brien. Discussion. The total project is for \$445,641 of which \$45,000 is local cost and the remaining \$400,641 grant is split between the 911 Center (\$211,910) and Sheriff's J-2 project (\$188,731). The motion to amend Capital Project budget for the award of \$400,641 Local Government Efficiency Program Grant was moved by Ms. Idleman, seconded by Mr. O'Brien and adopted.

- Contingency – Capital Project #116 – the attached handout lists the County Administrator's suggestions for use of these funds: paving the parking lot, new overflow parking lot – front of Building A, equip other department cars with J-2 and possible change orders related to the HVAC project.

NEW YORK STATE RETIREMENT – Kevin Hayes, County Administrator, distributed and discussed the attached NYS Pension Related Statistics and Projections 2000 through 2016 from the Office of the State Division of Budget. The pension fund is in the 90% range of being fully funded. The contribution rate has gone from .9% in 2000 to 18.2% in 2015 which is down from 20.1% in 2014. He is projecting our retirement costs will be about \$3M going forward.

MEDICAID (MMIS) PROJECTION 2015 – 2017 – Kevin Hayes, County Administrator, distributed and discussed the attached Medicaid handout. For 2014 the County received additional FMAP credits and the saving are projected on the handout; the low estimate for F-Map Savings (MMIS Cost Net of F-MAP Projection) projection \$11,141,436 and high estimate \$11,024,624. The amount of Medicaid (MMIS) in the 2015 budget is \$11,313,601 which is paid out in a weekly share, \$217,569, and subtracting the low estimate for F-Map savings, \$11,141,436 from the budgeted amount, he suggested moving the difference, \$172,165, out of Medicaid to Contingency. Mr. Brown recommends leaving it in Medicaid. The committee consensus was to leave it in Medicaid.

INSURANCE – Kevin Hayes, County Administrator, distributed and explained attached insurance quotes. He stated Dick Look, Northern Insuring, will address these increases at the next Government Operations Committee meeting. At that meeting, he will also address the insurance cost related to arming Probation Officers. Kevin stated the unallocable insurance line will be short in the amount of \$20,000 due to premium increases and a budget amendment is needed. A motion to amend budget, unallocable insurance, in the amount of \$20,000 from Contingency was moved by Mr. Hicks, seconded by Mr. O'Brien and adopted.

SALES TAX – GAS – Kevin Hayes, County Administrator, distributed and explained attached handouts relating to sales tax derived from motor fuels and history of gas prices. Noted that on the Percentage of Total Sales handout, the amount listed for Washington County in 2012, 5.54% is erroneous and should be higher. 10% of sales tax is related to gas.

#### OTHER BUSINESS:

Shared Services – The County Administrator stated he is working on the shared services report for the state. The County Administrator and County Treasurer will be addressing all the town and village boards about savings which can be added to the list if they decide to sign on with the County as the lead agency. The report will address shared services and efficiencies which can go back to 2012. They will also address workers compensation at these meetings. The number to reach countywide is \$1.5M and the County Treasurer stated we have enough measurable savings to reach the \$1.5M number.

Village of Argyle – Drill Well - Wes Clark, Mayor of the Village of Argyle, contacted Laura Chadwick, Director of Real Property, stating that the village needs to drill another well on the County owned property off of Summit Lake which also supplies the water to the nursing home, approximately 7 to 8 acres of land, and clear some trees. The village already uses some of this property for wells that provide the water to the village. Does the County want to give them permission to put another well in and cut some trees and do we want to retain ownership. A motion to allow the Village of Argyle to cut trees and drill a new well was moved by Mr. O'Brien and seconded by Ms. Idleman. Discussion. The village had a failure in their system a month ago and needs to drill another well. A motion to amend to stated tree removal only necessary to drill the well was moved by Mr. Brown, seconded by Ms. Idleman and adopted. The County Attorney stated we need to know what they are going to be doing and where. He recommends they provide us with a proposal/details for this project which will be circulated and discussed at the Board meeting. The motion to allow the Village of Argyle to cut trees and drill a new well was moved by Mr. O'Brien, seconded by Ms. Idleman and adopted as amended.

Status of Transfer Stations – The lawyers are talking.

The meeting adjourned at 11:53 A.M.

*Respectfully submitted,*

*Debra Prehoda, Clerk  
Washington County Board of Supervisors*